



TOWN OF GRAFTON
GRAFTON MEMORIAL MUNICIPAL CENTER
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**SELECT BOARD
MEETING MINUTES
September 19, 2023
7:00PM
Conference Room A
AND
via Zoom**

2023 OCT 12 PM 2:46

RECEIVED TOWN CLERK
GRAFTON, MA

CALL TO ORDER

The meeting was called to order at 7:00pm by Chair Mat Often. In attendance were Chair Mat Often, Vice Chair Andy Jefferson, Clerk Ann Marie Foley, Ray Mead via Zoom, and Mark Alimo. Staff in attendance was Town Administrator Evan Brassard via Zoom and Assistant Town Administrator William Blake.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS.

Mr. Often made the following announcements:

- The Grafton Senior Center is proud to host a Health and Wellness Fair this Friday, September 22, from 10:00am to 1:00pm in the Senior Center Gymnasium. This event is free for all interested participants and will include free health screenings, balance screenings, and a multitude of health and wellness products.
- On Sunday, October 1st from 2:00 to 5:00pm, there will be a regional Electric Vehicle expo at 50 Otis Street in Westborough at Amazon Robotics. This is a free, regional community event with Grafton and neighboring towns participating. This is the perfect opportunity to learn more about Electric vehicles from owners and test drive a variety of vehicles at a no pressure community event. There will be a variety of vehicles and e-bikes to test out.
- The Master Plan Working Group is holding their second Community Workshop on Thursday, October 19 at Grafton High School. The Master Plan informs priorities for town staff, town committees, state stakeholders, investors, and residents for the next 20 years. The plan will combine existing conditions, community feedback, and data to create a vision, goals, and strategies for future investments. Stop by between the hours of 6:00pm and 8:00pm for informal discussions with Master Plan Working Group members. Pizza and activities for children will be provided. Learn more and RSVP at www.GraftonMasterPlan.com.

1. PUBLIC HEARINGS – None

2. APPOINTMENTS/SELECT BOARD

a) Election Worker – Stephen Maynes

Ms. Foley made a motion seconded by Mr. Alimo to appoint Stephen Maynes as an election worker for the Town of Grafton. Motion passed 5 – 0 by roll call vote.

3. APPOINTMENTS/TOWN ADMINISTRATOR – None

4. NEW BUSINESS/CONTINUED BUSINESS

a) Proclamation for Francis Casey

Mr. Often spoke about Mr. Casey's career at the Town of Grafton and presented the proclamation, which names October 7, 2023 "Franny Casey Day" in celebration of his 90th birthday. Mr. Mead appreciated the 52 years that he has known Mr. Casey, and stated that he has been a great friend, firefighter, and town employee.

b) One Day All Alcohol License – Cummings School of Veterinary Medicine

Jessica Scott spoke about the upcoming student activity.

Ms. Foley made a motion seconded by Mr. Alimo to approve a One Day All Alcohol License for Cummings School of Veterinary Medicine at Tufts University on September 29, 2023. Motion passed 5 – 0 by roll call vote.

c) One Day Beer & Wine License – Apple Tree Arts

Brandon Lewis spoke about the upcoming Community Strum.

Ms. Foley made a motion seconded by Mr. Jefferson to approve a One Day Beer and Wine License for Apple Tree Arts at 1 Grafton Common on October 6, 2023. Motion passed 5 – 0 by roll call vote.

d) Review Trails Committee Charge

Ms. Foley stated that the Trails Committee Charge was prepared by the Open Space and Recreation Committee (OSRC) and approved by the Select Board. She explained that after the seats were advertised, there were concerns from Grafton Conservation about overlapping responsibilities. She noted that a Conservation Commission representative has a seat on the OSRC.

Mr. Often stated that the items of concern in the charge are 4.3-B, 4.3-D, and 6.3-B, as they are currently being carried out by Town staff.

Mr. Jefferson noted that two of the four remaining items (5.2-A and 5.2-D) would require the overlay from the Open Space & Recreation Plan (OSRP), which the OSRC is currently working on with CMRPC. He suggested that these responsibilities as well as 6.2-D remain with the OSRC. Mr. Jefferson noted that it may be appropriate to leave the responsibility of item 5.1-B to municipal staff along with 4.3-B, 4.3-D, and 6.3-B.

Ms. Foley spoke about the OSRC Charge, which does not include the responsibilities outlined for the Trails Committee.

Mr. Jefferson highlighted the first responsibility listed in the OSRC Charge:

Assign primary responsibility for each action item to one department, board or committee. Generally, that will be one of the entities identified as responsible parties for the item, but in some cases (to be determined by the Committee), the Committee itself may be the most appropriate primary responsible party.

Mr. Jefferson supported having the OSRC be responsible for items 5.2-A, 5-2-D, and 6.2-D listed in the Trails Committee Charge.

Mr. Often stated that it seems reasonable for the OSRC to create a new committee to handle certain action items.

Ms. Foley stated that the OSRC was formed to delegate all action items. She noted the excitement surrounding the Trails Committee that she observed at the Master Plan Community Workshop held in July.

David Robbins, Chair of the OSRC, explained that the Trails Committee was proposed to coordinate the separate operations of the Grafton Land Trust and the Conservation Commission in managing trails. He noted the difficulty of outlining this role in a charge.

Ms. Foley suggested allowing the OSRC to rework the charge at their next meeting.

Mr. Mead agreed with Ms. Foley and appreciated the creation of a Trails Committee.

Mr. Often also agreed with Ms. Foley's suggestion and supported making the changes necessary to remove the overlapping responsibilities.

e) Consider Vote to Remain in Central Mass. Veterans' Service District

Mr. Blake stated that Grafton is the host community of a four-member district for veterans' services. He explained that the Town must send a letter to the state every three years to show their interest in staying in the district.

Ms. Foley made a motion seconded by Mr. Jefferson to remain in the Central Massachusetts Veterans Service District. Motion passed 5 – 0 by roll call vote.

f) Close and Sign the Fall Town Meeting Warrant

Prompted by Mr. Jefferson, Mr. Brassard explained that Article 57 will transfer money awarded in several class action lawsuits to the Opioid Settlement Fund where it can be utilized by a subcommittee of the Board of Health.

Mr. Blake noted that explanations will be added to the warrant under several of the articles alongside the Finance Committee's recommendations. Regarding Articles 59 and 60, he described the process to make the land available then enter into a lease.

Ms. Foley made a motion seconded by Mr. Jefferson to close and sign the Fall Town Meeting Warrant. Motion passed 5 – 0 by roll call vote.

g) Schedule Next Ask-Me-Anything

Mr. Often and Mr. Mead agreed to host an Ask-Me-Anything on October 26, 2023.

5. SELECT BOARD REPORTS

Mr. Jefferson announced that the Bylaw Study Committee completed their work and will meet for the final time at Town Meeting on October 16. He spoke about the recent Library

Building and Planning Committee meeting as well as the recent Affordable Housing Trust meeting. He noted that the Trust, the Select Board, and the Planning Board may have a joint meeting to discuss the Housing Production Plan. Mr. Jefferson appreciated the Collectables Fair hosted by Grafton Recreation. He also noted that, at the Hassanamisco Nipmuc Band's Leadership Council meeting, interest was expressed in installing an American flag and a Hassanamisco Nipmuc Band flag at Old Oak Street Burial Grounds.

Ms. Foley described the ARPA Committee's recent meeting and the plans for their next meeting in December.

6. TOWN ADMINISTRATOR REPORT

Mr. Brassard appreciated the effort by Mr. Blake and the Bylaw Study Committee in recent weeks to draft the Town Meeting Warrant. He stated that he reviewed the TIF for Feedback Earth with the Massachusetts Office of Business Development. He also described his meeting with NearMap for aerial imagery services to be used by the Assessor's Office. Mr. Brassard spoke about attending the recent MMA Energy Environment Policy Committee meeting, IT Committee meeting, and Mass Municipal Managers Association Seminar.

Mr. Often appreciated the potential to use NearMap to monitor conservation land.

Mr. Jefferson appreciated the redesign of the police cruisers.

7. CORRESPONDENCE – The Board did not have any questions or comments.

8. RESIGNATIONS – None

9. PUBLIC COMMENTS

Greg Marr announced that the Finance Committee will hold public hearings to review all Town Meeting Warrant Articles on September 20, 21, and 25 at 7:00pm.

Regarding the TIF Agreement with Feedback Earth, Leighann Gagnon of 17 Maplewood Drive requested that data be presented at Town Meeting to show the number of complaints and fire calls received this year.

10. MEETING MINUTES

Ms. Foley made a motion seconded by Mr. Jefferson to approve the meeting minutes from January 19, January 21, February 9, and February 10, 2021. Motion passed 5 – 0 by roll call vote.

ADJOURN

Mr. Jefferson made a motion seconded by Ms. Foley to adjourn. Motion passed 5 – 0 by roll call vote.

Meeting materials are available at: <https://www.grafton-ma.gov/AgendaCenter/Select-Board-4>

A recording of this meeting is available at: <https://youtu.be/mUh28c6Atqw?feature=shared>